

**Self-Gov - Building Safety, Div of
Administration**

Description:

To provide general guidance and centralized administrative support and policy making to the bureaus in the Division.

Major Functions and Targeted Performance Standard(s) for Each Function:

1. To provide centralized administrative support and policy making for bureaus within the Division.
 - A. Process 95% of travel vouchers within 5 business days.

Actual Results			
1999	2000	2001	2002
95%	95%	95%	95%
Projected Results			
2003	2004	2005	2006
95%	96%	96%	96%

- B. Complete monthly Budget Reports within 5 business days.

Actual Results			
1999	2000	2001	2002
100%	100%	100%	100%
Projected Results			
2003	2004	2005	2006
100%	100%	100%	100%

- C. Resolve 80% of all computer problems within one day of notification.

Actual Results			
1999	2000	2001	2002
90%	90%	90%	90%
Projected Results			
2003	2004	2005	2006
90%	90%	90%	90%

Program Results and Effect:

To provide effective and efficient administrative support to the Building Safety Program.

For more information contact Marsi Woody at 334-3950.

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Description:

The Electrical Bureau safeguards life and property for the citizens of Idaho from the hazards arising from the use of electricity to ensure that all electrical installations within the State comply with the most current safety codes and electrical standards. To provide the public with highly trained and qualified electricians with the most up-to-date knowledge and skills to minimize electrical fires injuries and loss of life.

The Building Bureau administers numerous Building Code regulatory programs involving the construction of state facilities, schools, prefabricated structures, HUD manufactured homes under contract to HUD and provides various other contractual services to local jurisdictions.

The Plumbing Bureau provides for health and safety of the citizens of Idaho in public and private buildings by ensuring that plumbing practices are in compliance with the Uniform Plumbing Code, and that the licensing requirement of the Idaho Code and Administrative Rules have been met.

Industrial Safety (6-10) - To inspect state, school district, county, and city facilities to ensure safe working conditions, to reduce occupational accidents and fatalities, thereby reducing costs of Worker's Compensation Insurance. To administer and obtain voluntary compliance to the health and safety standards as they apply to public employees workplaces and indirectly to the public. To provide consultation services and training resources on occupational safety issues. To manage the statewide elevator and boiler safety programs for the protection of the owners, employees, and the public.

Logging Safety (11-15) - To reduce the frequency and severity of accidents in the logging industry. To reduce logging industry insurance rate levels. To continually work at gaining the trust and respect of the logging community.

Contractor Licensing (16-18)- The Public Works Contractors License Board licenses all contractors doing public works construction. Effective July 1, 1998, the Board also licenses construction managers.

Major Functions and Targeted Performance Standard(s) for Each Function:

1. Electrical Bureau.

A. Issue permits for electrical work being done by property owners and licensed contractors.

Actual Results			
1999	2000	2001	2002
34,650	34,100	30,630	32,027
Projected Results			
2003	2004	2005	2006
30,000	31,000	31,000	32,000

B. Finalize permits when all requisite inspections are conducted.

Actual Results			
1999	2000	2001	2002
31,793	32,800	29,256	27,949
Projected Results			
2003	2004	2005	2006
28,000	29,000	29,000	30,000

C. Supervise the licensing of all electrical contractors, journeymen electricians, master electricians, specialty electricians, and specialty contractors working within the State of Idaho.

Actual Results			
1999	2000	2001	2002
7,964	7,960	8,473	8,944
Projected Results			
2003	2004	2005	2006
8,700	9,000	9,000	9,000

D. Review all plans submitted for code compliance.

Actual Results			
1999	2000	2001	2002
364	420	401	355
Projected Results			
2003	2004	2005	2006
310	300	300	320

E. Supervise the registration and re-registration of all electrical apprentices and trainees in the State of Idaho.

Actual Results			
1999	2000	2001	2002
1,980	2,300	2,638	2,612
Projected Results			
2003	2004	2005	2006
2,500	2,500	2,500	2,600

F. Check all electrical installations within Electrical Bureau jurisdiction to ensure compliance with minimum standards of the National Electrical Code; ensure that all electrical installations have an electrical permit issued.

Actual Results			
1999	2000	2001	2002
65,512	65,000	62,569	60,468
Projected Results			
2003	2004	2005	2006
61,00	62,000	62,000	62,000

2. Perform Building Code plan reviews and inspections for various prefabricated and site-built structures regulated by Idaho Statute, executive orders, contractual agreements, or by requests made to the Division.

A. Plan Checking - Provide plan checks for public schools, prefabricated structures, state owned/leased buildings and structures, for buildings or structures by request of state agencies and for site-built construction regulated under contractual building code enforcement for local units of government. - 325

Actual Results			
1999	2000	2001	2002
312	336	340	320
Projected Results			
2003	2004	2005	2006
325	325	325	325

B. Contractual Agreements - Conduct inspections for Uniform Building Code compliance as required by contractual agreements with Idaho cities and counties (including manufactured housing set-up inspections). - 2,400

Actual Results			
1999	2000	2001	2002
1,642	1,194	1,498	1,919
Projected Results			
2003	2004	2005	2006
1,900	1,900	1,900	1,900

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C. Inspections - In-plant inspections of prefabricated structures excluding HUD/Manufactured Homes). - 2,100

Actual Results			
1999	2000	2001	2002
2,048	2,118	2,071	1,633
Projected Results			
2003	2004	2005	2006
1,700	1,700	1,700	1,700

D. HUD/SAA dealer lot manufactured home inspections and customer records audits including consumer complaint field inspections. - 730

Actual Results			
1999	2000	2001	2002
1,085	1,567	1,297	667
Projected Results			
2003	2004	2005	2006
500	500	500	500

E. HUD/IPIA - in-plant inspections of manufactured homes. - 11,000

Actual Results			
1999	2000	2001	2002
13,186	9,989	8,186	6,941
Projected Results			
2003	2004	2005	2006
6,900	6,900	6,900	6,900

F. Permits - Issue permits for prefabricated structures under state jurisdiction, for site-built construction under contract with local governments, and for installations of manufactured housing. - 1,850

Actual Results			
1999	2000	2001	2002
993	1,011	1,342	765
Projected Results			
2003	2004	2005	2006
800	800	800	800

G. Certificates - Provide certification of building inspectors covered by enumerated codes. - 75
*Inspector certification program discontinued 7/1/02 as a request of legislative changes to the Building Code Act.

Actual Results			
1999	2000	2001	2002
77	95	96	88
Projected Results			
2003	2004	2005	2006
0	0	0	

H. Insignias - Issue insignias of approval for factory built structures and commercial coaches. - 1,300

Actual Results			
1999	2000	2001	2002
651	642	1,042	430
Projected Results			
2003	2004	2005	2006
430	430	430	430

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I. Issue HUD labels and alteration tags for manufactured homes. - 11,250

Actual Results			
1999	2000	2001	2002
13,112	9,927	8,088	6,941
Projected Results			
2003	2004	2005	2006
7,000	7,000	7,000	7,000

3. Asbestos Occupation Accreditation Program.

A. Accreditation - Certify any person working in an asbestos-related occupation for public and/or private schools K-12. - 140

Actual Results			
1999	2000	2001	2002
140	115	77	discontinued
Projected Results			
2003	2004	2005	2006

4. Manufactured Housing Setup Program.

A. Licenses - Provide licensing and bonding for all manufacturers, manufactured home dealers, installers, responsible managing employees, brokers, service companies, and salesmen. - 725

Actual Results			
1999	2000	2001	2002
826	761	624	550
Projected Results			
2003	2004	2005	2006
525	525	525	525

5. Plumbing Bureau

A. Issue permits - 1 day turn-around for issuance of a permit.

Actual Results			
1999	2000	2001	2002
24,006	24,624	19,767	19,417
Projected Results			
2003	2004	2005	2006
19,500	20,000	21,500	22,000

B. Conduct plumbing inspections within 12 working hours as required by the Administrative Rules.

Actual Results			
1999	2000	2001	2002
97,841	100,615	98,039	100,213
Projected Results			
2003	2004	2005	2006
99,200	100,000	101,000	102,000

C. License all plumbing and specialty plumbing contractors and journeyman as needed and renew licenses yearly.

Actual Results			
1999	2000	2001	2002
3,418	3,496	3,531	3,602
Projected Results			
2003	2004	2005	2006
3,650	3,700	3,750	3,800

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D. Register apprentices and monitor their participation in the apprentice program.

Actual Results			
1999	2000	2001	2002
680	705	751	725
Projected Results			
2003	2004	2005	2006
700	725	750	750

E. Plan approval. *The reduction in plan approvals is a result of 1995 Legislative action repealing the recreational vehicle program. Receive, review, and approve plans with a five day turn-around.

Actual Results			
1999	2000	2001	2002
133	145	155	174
Projected Results			
2003	2004	2005	2006
190	210	230	250

6. Provide safety inspections for all public employee workplaces annually.

A. Total number of facilities to be inspected.

Actual Results			
1999	2000	2001	2002
11,343	11,808	12,837	13,595
Projected Results			
2003	2004	2005	2006
6,463	6,500	6,550	6,600

B. Total number of safety inspections completed.

Actual Results			
1999	2000	2001	2002
10,066	9,104	10,509	10,607
Projected Results			
2003	2004	2005	2006
6,463	6,500	6,550	6,600

C. Number of exit interviews with building safety personnel.

Actual Results			
1999	2000	2001	2002
977	783	831	772
Projected Results			
2003	2004	2005	2006
300	300	300	300

D. Number of school districts inspected.

Actual Results			
1999	2000	2001	2002
111	113	114	115
Projected Results			
2003	2004	2005	2006
115	115	115	115

E. Number of school facilities inspected.

Actual Results			
1999	2000	2001	2002
2,557	2,640	3,477	2,929
Projected Results			
2003	2004	2005	2006
3,000	3,000	3,000	3,000

7. Investigate employee and public allegations of unsafe conditions.

A. Number of investigations conducted.

Actual Results			
1999	2000	2001	2002
8	24	28	32
Projected Results			
2003	2004	2005	2006
35	40	40	40

8. Test and certify elevators to ensure that they are properly installed and are safe to be used.

A. Number of elevators inspected.

Actual Results			
1999	2000	2001	2002
208	272	350	366
Projected Results			
2003	2004	2005	2006
400	400	450	450

9. Monitor the inspection and certification of boilers and pressure vessels to ensure that they remain safe to use.

A. Number of boiler and pressure vessel transactions processed.

Actual Results			
1999	2000	2001	2002
8,167	7,836	6,718	5,926
Projected Results			
2003	2004	2005	2006
6,000	6,000	6,000	6,000

10. Provide assistance to clients in developing safe work areas.

A. Number of consultations provided.

Actual Results			
1999	2000	2001	2002
31	52	55	73
Projected Results			
2003	2004	2005	2006
75	85	85	85

B. Number of training units provided.

Actual Results			
1999	2000	2001	2002
1,170	9,857	15,008	10,791
Projected Results			
2003	2004	2005	2006
12,000	12,000	12,000	12,000

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11. Inspections - Inspect on-going logging operations.

A. 600 jobs per year.

Actual Results			
1999	2000	2001	2002
873	848	784	794
Projected Results			
2003	2004	2005	2006
800	800	800	800

12. Conduct first-aid safety classes for loggers statewide.

A. 2,000 people per year

Actual Results			
1999	2000	2001	2002
2,161	1,846	1,926	1,754
Projected Results			
2003	2004	2005	2006
1,900	1,700	1,900	1,700

13. Provide training for contractors and supervisors.

A. 100 contractors and supervisors per year

Actual Results			
1999	2000	2001	2002
755	750	1,872	1,179
Projected Results			
2003	2004	2005	2006
750	750	750	750

14. Produce and distribute newsletters.

A. 3,000 newsletters per quarter

Actual Results			
1999	2000	2001	2002
12,000	12,000	12,000	9,000
Projected Results			
2003	2004	2005	2006
12,000	12,000	12,000	12,000

15. Consultation - Offer technical assistance to timber company personnel, sawmill owners, and other industry related people; meet with state and federal agencies involved in timber sales and other logging activities.

A. 400 per year.

Actual Results			
1999	2000	2001	2002
413	372	437	407
Projected Results			
2003	2004	2005	2006
400	400	400	400

16. License contractors wanting to do public works construction.

A. License approximately 35-50 new contractors each month.

Actual Results			
1999	2000	2001	2002
358	365	231	310
Projected Results			
2003	2004	2005	2006
325	360	375	380

B. Renew approximately 230 licenses each month.

Actual Results			
1999	2000	2001	2002
2,622	2,650	2,700	2,675
Projected Results			
2003	2004	2005	2006
2,700	2,710	2,715	2,720

C. Directory is available on the web site. It is updated quarterly.

Actual Results			
1999	2000	2001	2002
1,400	1,500		
Projected Results			
2003	2004	2005	2006

17. License all construction managers wanting to do construction management in public works sector.

A. Board meets once a month to act on new construction manager applications.

Actual Results			
1999	2000	2001	2002
46	35	26	46
Projected Results			
2003	2004	2005	2006
50	52	55	58

18. Monitor unlicensed contractor activity. Keep cities, counties, and school districts apprised of licensing law and construction manager law along with any other changes.

A. Check out all complaints getting both sides of issue.

Actual Results			
1999	2000	2001	2002
17	20	15	20
Projected Results			
2003	2004	2005	2006
23	26	30	33

B. Complaints are handled within the Division of Building Safety. (complaints/field trips taken.) *Office of Performance Evaluation determined that the field trips were not cost effective.

Actual Results			
1999	2000	2001	2002
17/8	20/10	22/5	15
Projected Results			
2003	2004	2005	2006
18	20	23	25

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Program Results and Effect:

To improve the information network by publishing an electrical newsletter each quarter and holding regional meetings.

To ensure electrical safety through a quality compliance program. Experience has shown that the mere existence of regulations is not enough to guarantee compliance.

The Building Bureau's various building regulatory programs are established to provide minimal levels of building, fire, and life safety for Idaho consumers and users of the various types of facilities that are under purview of the Division of Building Safety.

The Plumbing Bureau is constantly striving to reduce redundancy within the inspection and licensing programs. Our primary purpose is to conduct plumbing inspections in a timely manner with a minimum of problems.

Our goal is to obtain the desired results of safe and sanitary plumbing while remaining effective, efficient, and user friendly.

Industrial Safety (6-10) - The Industrial Safety Section strives to ensure that facilities owned and operated by all levels of state government are maintained in a safe and healthy condition through voluntary compliance with the safety and health standards and codes. We have achieved a 95% voluntary compliance rate. For a compliance oriented agency, we have an excellent working relationship with the agencies that we inspect.

Schools - We are constantly searching for ways to improve our service, make the program more responsive, and help them improve their safety and occupational health programs.

The ultimate effect of this program is to provide a safe and healthful environment for the public and the employees who serve them.

Logging Safety (11-15) - Loggers have accepted safety as a priority that fits well with both production and quality. The training of employees and supervisors as well as safety meetings is done at the request of the contractors. The newsletters and job visits have done much to increase safety awareness. The education of sawmills and timber owners (USFS and Department of Lands) has helped to reduce many of the hazards that are created by timber sale layout. Insurance rates have remained stable even though medical costs continue to increase. The frequency and severity of accidents continues to decline. Since 95% of the accidents are caused by human error, the creation of safety awareness through training and personal contact is a number one priority. SAFETY PAYS.

Contractor Licensing (16-18) - The Administrator approves an average of 50 new contractor license applications each month. There are about 300 contractors that renew each month. Applications are processed daily in a timely manner. Licenses are issued to all those approved by the Administrator. Those denied a license are notified by certified mail. (There is an appeals process, if necessary.)

Administrator reviews construction manager applications and decides whether to approve or disapprove them. A Certificate of Authority is issued upon request after individual has been issued a construction manager license. All construction manager applicants have to pass a written examination.

All complaints that are received are looked into immediately and appropriate action is taken.

The Administrator notifies public officials when a contractor is unlicensed as a public works contractor. Public officials are informed that the statutes state they must use a licensed public works contractor.

For more information contact Dave Munroe, Jack Rayne, Ted Hogander, Gary Malmen, or Nancy Michael at